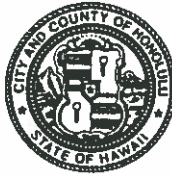


DEPARTMENT OF CUSTOMER SERVICES
CITY AND COUNTY OF HONOLULU

MISSION MEMORIAL BUILDING
550 SOUTH KING STREET, HONOLULU, HAWAII 96813
TELEPHONE: (808) 768-3392 FAX: (808) 768-3750
<http://www.honolulu.gov>

KIRK CALDWELL
MAYOR



SHERI T. KAJIWARA
DIRECTOR

June 6, 2014

RECEIVED
CITY CLERK
C & C OF HONOLULU
2014 JUN -6 AM 9:48

The Honorable Ernest Y. Martin
Chair and Presiding Officer
and Members
Honolulu City Council
530 South King Street
Honolulu, Hawaii 96813

Dear Chair Martin and Councilmembers:

SUBJECT: Report of Gift Valued Below \$2,500 and Requested Acceptance

We respectfully request the acceptance by the City Council on behalf of the City and County of Honolulu of a gift to the City valued below \$2,500 under the provisions of Resolution No. 05-349, CD1, FD1. A proposed resolution accepting the gift is attached for the City Council's favorable consideration. The Customer Services Department has taken custody of the gift. The recommendation of the Managing Director for acceptance of the gift is evidenced by her signature below.

The gift of \$2,006 (or value adjusted for actual expenses) from the American Association of Motor Vehicle Administrators will allow the Division of Motor Vehicle, Licensing and Permits to send the Assistant Licensing Administrator, Preston Ko, to attend the Driver License Agreement (DLA) Forum in Arlington, Virginia from June 16-19, 2014.

Should you have any questions, please have a member of your staff contact me at 768-3392.

Sincerely,

A handwritten signature in black ink, appearing to read "Randy M. Ly", is written over a horizontal line.

For

Sheri T. Kajiwar
Director of Customer Services

Attachments

APPROVED:

A handwritten signature in black ink, appearing to read "Ember", is written over a horizontal line.

Ember Lee Shinn
Managing Director

DEPT. COM. 436



RESOLUTION

RELATING TO THE ACCEPTANCE OF A GIFT TO THE CITY FROM THE AMERICAN ASSOCIATION OF MOTOR VEHICLE ADMINISTRATORS TO ATTEND THE DRIVER LICENSE AGREEMENT FORUM IN ARLINGTON, VIRGINIA ON JUNE 16 THROUGH JUNE 19, 2014.

WHEREAS, Section 13-113 of the Revised Charter of the City and County of Honolulu provides for the acceptance of gifts to the City by the Council of the City and County of Honolulu; and

WHEREAS, Resolution 05-349, CD1, FD1, establishes a policy of the Council for the solicitation and acceptance of gifts donated to the City executive agencies; and

WHEREAS, the policy provides for acceptance of the gift by affirmative action by the Council;

WHEREAS, through a letter, the Director of Customer Services has submitted a request to the Council that was approved by the Managing Director for the acceptance of \$2,006 (or value adjusted for actual expenses) from the American Association of Motor Vehicle Administrators (AAMVA) for Preston Ko, Assistant Licensing Administrator, that will be used toward airline tickets, lodging, meals, and conference registration for the Driver License Agreement (DLA) Forum in Arlington, Virginia from June 16 through June 19, 2014; and

WHEREAS, the description and value of the gift are set forth in the Declaration of Gift (Exhibit A) and attached hereto; now, therefore,

BE IT RESOLVED by the Council of the City and County of Honolulu that this body accepts the gift valued at \$2,006 (or value adjusted for actual expenses) from AAMVA, that is more fully described in the above-mentioned letter from the Director of Customer Services; and

CSDAAMVAGIFT.R14



RESOLUTION

BE IT FINALLY RESOLVED that the Clerk is hereby directed to transmit certified copies of this Resolution to the Director of Customer Services, and Assistant Licensing Administrator, Division of Motor Vehicle, Licensing and Permits.

INTRODUCED BY:

DATE OF INTRODUCTION:

Honolulu, Hawaii

Councilmembers

City and County of Honolulu
Declaration of Gift

Donor Name: American Association of Motor Vehicle Administrators

Donor Address: 4301 Wilson Blvd., Suite 400
Arlington, VA 22203

Donor Telephone No.: 703-908-2823

Statement of Ownership and/or Terms of Conveyance:

On behalf of the American Association of Motor Vehicle Administrators, we would like to donate a gift of \$2,006.00** to the City and County of Honolulu for use by the Division of Motor Vehicle, Licensing and Permits, Department of Customer Services to send Acting Licensing Administrator Preston Ko, to attend the DLA Forum in Arlington, VA, from June 16 through 19, 2014.

Description of Gift and Value:

Airfare	\$1,300*
Lodging	\$ 500**
Meals	\$ 206**

* Airline costs as of May 23, 2014. Exact cost will be determined when ticket is purchased.

** Estimated costs

5/23/14		Kevin Lewis	Director, Driver Programs
Date	Donor's Signature	Print Donor's Name	Title

EXHIBIT A